



City of Milpitas

We invite applications for the position of: **Principal Civil Engineer-Utilities**

Annual Salary Range: \$114,736 - \$149,830

Post Date: July 29, 2016

Close Date: **August 19, 2016 at 5:00p.m.**

Why Milpitas?

Located at the southern tip of the San Francisco Bay, the City of Milpitas is a dynamic community that is an integral part of the high tech Silicon Valley. With a much diversified resident population of 72,606, Milpitas features quality schools, conveniently located neighborhood parks and shopping centers. The role of every employee is to be committed to accomplishing the community's vision by providing fiscally sound, superior services.

You will be joining a community of 328 professional employees as diverse as the city they support. We are privileged to have such a unique workforce and to foster an environment that encourages those differences. We believe in supporting our employees' abilities and desires for professional growth, to better support retention and commitment throughout all career stages. Milpitas employees are proud and know that their contributions make a difference to the community as well as to their own career. We encourage you to check us out:

<http://www.ci.milpitas.ca.gov/>

The Opportunity

The Principal Civil Engineer leads, supervises, plans, coordinates, and participates in one of the Engineering Sections of the Engineering Division or Building Department. Engineering sections include Design and Construction, Land Development, Traffic, and Utility. This position manages the Utility Engineering section. The City is a water retailer, and owns and maintains water distribution systems retailing from two potable water suppliers: San Francisco Public Utility Commission and the Santa Clara Valley Water District. It also operates a recycled water system. In addition, the City owns and operates a sewage collection system with two pump stations. The City also manages a citywide solid waste collection franchise. The City manages an Urban Runoff Pollution Prevention Program.

What You Will Do

Duties may include, but are not limited to the following:



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- Lead, supervise, plan, administer, coordinate, and participate in the activities of a major engineering section.
 - Provide professional and technical engineering expertise relative to assigned area of responsibility.
 - Serve as part of Departments Senior Management team by assisting in development and implementation of Department goals, policies, procedures and priorities.
 - Supervise, train, and evaluate assigned professional, technical, and clerical staff.
 - Interpret, apply, and prepare revisions as appropriate for relevant codes, ordinances, rules and regulations.
 - Develop and administer assigned section budget, administer and/or oversee consultant and other contracts, provide technical review and approval of all payments and billing for contracted services, and track section costs.
 - Review and sign engineering drawings, plans, specifications, studies, and reports.
 - Coordinate engineering activities with other City departments and divisions as appropriate.
 - Serve as staff to a variety of City and outside commissions, boards and committees as assigned.
 - Performs special studies support to engineering design and construction, construction inspection, operating and maintenance, planning department, building department, fire department, and finance department staff.
 - Perform related duties as assigned.

Experience and Education

Bachelor of Science degree from an accredited college or university with major course work in civil engineering or closely related field AND Five years of increasingly responsible civil engineering experience, including significant supervisory responsibilities. A significant portion of experience with public agencies is highly desirable.

License and Other Requirements

- Registration as a Professional Civil Engineer in the State of California.
- Possession of, or an ability to obtain and maintain, a valid driver's license from the State of California.
- When assigned to *Utility Engineering*: Possession of D-2 Water Distribution Certificate is desirable.

Special Requirements

Work is performed primarily in an office environment and at construction sites; extensive use of the telephone, radios, and computers with repetitive keyboarding; ability to walk on uneven ground; and drive to various locations daily. Ability to work safely in a hard-hat construction zone is essential.



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Selection Process

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Meeting the minimum requirements listed in this job description does not guarantee advancement in subsequent phases of the selection process.

To Apply

Submit application, supplemental questions (if applicable), resume, copies of required certificates (if applicable) online at www.calopps.org or to the Human Resources Department, City of Milpitas, 455 E. Calaveras Blvd, Milpitas, CA 95035, (408) 586-3090.

A complete job description is available on the City of Milpitas website: www.ci.milpitas.ca.gov (under Classification and Compensation) or from Human Resources.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.

Candidates will receive all communications by email regarding the recruitment process, which includes, but is not limited to, application status, testing dates, and interview scheduling. If you require alternate communications, please contact Human Resources at (408) 586-3090.

Benefits

The City provides an excellent array of benefits that includes the following. This position is represented by the Mid-Management/Confidential bargaining group. Benefits Information is available online at:

<http://www.ci.milpitas.ca.gov/milpitas/departments/about-human-resources-2/benefits/>

<http://www.ci.milpitas.ca.gov/wp-content/uploads/2016/02/UPEC-Mid-Mgmt-Confidential-Unit.pdf>

The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090. The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.